



# Atlantic Cape Community College



## Associate in Applied Science in Business Administration

### STUDENT DATA:

NAME: ROADMAP'S DEGREE

SSN: 000-00-0000

Credit	Potential
Required	Credit

### Composition I (ENGL 101)

3.00

(Prerequisites: ENGL080 with a grade of C or better or Placement Test score. Instruction and guided experience in reading and writing, with application of invention and revision techniques, including peer feedback, collaboration, and dialogue. Emphasis is on establishing dialectic relationships with the ideas of others and on writing essays in response to readings. Meets general education requirements for communications.)  
{DANTES Code = 11.07.00}

### Composition II (ENGL 102)

3.00

(Prerequisites: ENGL101. Continued instruction and guided experience in reading and writing, with continued application of invention and revision techniques including peer feedback, collaboration, and dialogue. Emphasis is on interpretive and critical responses to fiction and nonfiction and on research and documentation. Meets general education requirement for communications.)  
{DANTES Code = 11.07.00}

### Humanities Elective

3.00

(choose one course from the list below:

Heritage of the Western World I (HIST 101) or  
Heritage of the Western World II (HIST 102) or  
Introduction to Arts and Humanities: (HUMT 200)

College credit by examination may apply. Visit the ACCC website for descriptions of these courses.)

{DANTES Code = 20.07.06. or 20.07.07 or 20.07.08 or 08.06.00 or most 08.XX.XX series}

### Principles of Sociology (SOCL 101) [S0001A]

3.00

(Primary concepts, terminology and methods of investigation used in sociology. Analysis of social stratification, various types of groups, social class, social change, deviancy, population growth and development of human resources. Meets general education requirement in social science. College credit by examination may apply.)  
{DANTES Code = 20.10.00}

<b>Intermediate Algebra (MATH 119 ) or higher [MH047A]</b>	<b>3.00</b>
(Prerequisite: MATH 074 or MATH080 with a grade of C or better or Placement Test score or SAT score One of several courses for students enrolled in programs where at least one math course is required. Designed for students who have mastered elementary algebra. Topics include a quick review of polynomials, linear equations and exponents; factoring the sum and difference of cubes; absolute value equations and in equalities by factoring and by formula; graphing quadratic equations; synthetic division; complex numbers; rational exponents and radical expressions; and an introduction to functions and relations. Meets general education requirement in mathematics. College credit by examination may apply.) {DANTES Code = 14.01.04}	
<b>Natural Science with Lab Elective</b>	<b>4.00</b>
(College credit by examination may apply. Visit the ACCC website for a description of courses available.)	
<b>Concepts of Physical Fitness (HPED 150)</b>	<b>1.00</b>
(Physical fitness through a series of lectures and laboratories. Requires mastering selected concepts concerning physical fitness and the development of individual physical fitness profiles. Required of all degree-seeking students. Meets general education requirement in physical education concepts. Military personnel are automatically awarded credit for this course.) {DANTES Code = 18.01.00 or 18.03.00 or 18.09.00 or 18.16.00}	
<b>Social Science Elective</b>	<b>3.00</b>
(College credit by examination may apply. Visit the ACCC website for a description of this course.) {DANTES Code see 20.XX.XX series or most 20.09.XX or 20.10.XX series }	
<b>Financial Accounting (ACCT 130)</b>	<b>4.00</b>
(A study of financial accounting emphasizing income measurement, the valuation of assets, and accounting for liabilities and shareholders equity. Proper financial statement presentation and disclosure covered in detail. College credit by examination may apply.) {DANTES Code = 03.01.00}	
<b>Managerial Accounting (ACCT 131)</b>	<b>4.00</b>
(Prerequisite: ACCT130 and CISM125. CISM125 may be taken concurrently or waived with permission of instructor. A study of the accounting information needs of internal management. Examines responsibility of accounting and techniques for analyzing managerial accounting information for decision making and control.) {DANTES Code = 03.01.09}	
<b>Introduction to Business (BUSN 101)</b>	<b>3.00</b>
(The nature of American business, its opportunities and capitalistic environment. Includes various types of ownership, organization, management, marketing, industries, personnel and labor and legal considerations. College credit by examination may apply.) {DANTES Code = 03.10.07}	

<b>Principles of Management (BUSN 120)</b>	<b>3.00</b>
(Principles and techniques used by managers to achieve the objectives of an organization. Emphasis on the basic functions performed by the manager: organizing, staffing, directing, planning and controlling. College credit by examination or military credit may apply.) {DANTES Code = 03.10.00}	
<b>Human Resources Management (BUSN 125)</b>	<b>3.00</b>
(Study of the internal administration of personnel staffing and organization, interviewing, selections, follow-up, management- labor relations, promotions, and separation policies, Remuneration and safety. College credit by examination or military credit may apply.)	
<b>Business Law I (BUSN 210)</b>	<b>3.00</b>
(Prerequisite: ENGL080 or Placement Test score into ENGL101 Foundations of the law of contracts, elements, rights, remedies and discharge. Sources of law, court systems, torts and agency. Application of the Uniform Commercial Code. College credit by examination or military credit may apply.) {DANTES Code = 12.01.00}	
<b>Business Law II (BUSN 211)</b>	<b>3.00</b>
(Prerequisite: BUSN210 Application of law in varied business transactions including negotiable instruments under the Uniform Commercial Code, sales and the formation, operation and dissolution of the sole proprietorship, partnership and corporation. Also listed as LEGL211.) {DANTES Code = 12.01.00}	
<b>Management Information Systems (BUSN 247)</b>	<b>3.00</b>
(Prerequisite: CISM125, BUSN120 Introduces the concept of information as a resource in business. Integration and management of various information resources in a business organization including management information systems, decision support systems, telecommunications, data management and office management. Analysis of the manager's role in information system design and the management of information system departments. College credit by examination may apply.)	
<b>Introduction to Computers (CISM 125)</b>	<b>3.00</b>
(Designed for those with little or no knowledge of computer operations. Students will learn the basic components of a microcomputer, terminology of computing and fundamentals of integrated software using a word processor, spreadsheet and filer program. Other topics will include computers in society, business and government as well as jobs and careers in computing. College credit by examination or military credit may apply.) {DANTES Code = 05.02.00}	
<b>Principles of Economics I (ECON 110) [EC008A]</b>	<b>3.00</b>
(Prerequisite: MATH080 or equivalent, or permission of the instructor. Introduction to macroeconomic analysis stressing national income and product, employment, monetary and fiscal policies and their interrelationship and economic growth. College credit by examination may apply.)	

{DANTES Code = 20.05.00}

**Principles of Economics II (ECON 111)****3.00**

(Microeconomic analysis of markets, stressing price and output determination by the firm and income distribution through wages, rents, interests and profits. Discusses select domestic and international economic problems. College credit by examination may apply. Visit the ACCC website for a description of this course.)

{DANTES Code = 20.05.00}

**Program Courses****6.00**

(Choose two courses from areas listed below:

Accounting

Business

Computer Information Systems

Hospitality

Legal

Office Systems Technology;

Business Communications OSTM 260 is recommended

College credit by examination may apply. Visit the ACCC website for descriptions of these courses.)

{DANTES Code = any 03.01.XX series or most 03.XX.XX series or 21.05.00 or 05.XX.XX series}

**Free Elective****3.00**

(College credit by examination may apply. )

**Excess Duplicate Credit****TOTAL .....****67.00****0.00**

Thank you for requesting support from the U.S. Coast Guard Institute (CGI). Whereas we serve as an activity in support of your unit Educational Services Officer (ESO), you are encouraged to seek assistance from your local ESO in your academic endeavors. The following information is provided to help you understand what is presented in this degree plan:

This document is an UNOFFICIAL Degree Plan to provide you with a preliminary assessment of how your prior learning experiences might fit into the specified degree program for this academic institution. If you choose to pursue this degree option, you must present it to a college representative, who will review it for the following:

- o Accurate representation of the college's degree program requirements, including course numbers and titles, credit hours for each course, lower- and upper-level course requirements, and the total number of credits needed for the degree.

- o Appropriate assignment of ACE Guide-recommended credit at the lower or upper level for military service schools and occupations, CLEP, DSST, and other tests, transfer credit for courses from other colleges and universities, certification programs, etc.

o Appropriate assignment of SOC Course Category Codes from the SOC Handbook Transferability Tables. The SOC Degree Program Handbooks can be obtained from the SOC web site at: [www.soc.aascu.org](http://www.soc.aascu.org) should you wish to learn more about the course transfer guarantees among SOC network institutions.

IMPORTANT NOTE: When you are ready to seek admission into this degree program, please contact the USCG Institute at 1-405-954-7241. Your advisor will send the college or university an official U.S. Coast Guard Institute transcript, a copy of the degree plan, and a ready-for-signature SOC Student Agreement which, when signed by a college official, becomes a contract for degree completion committing the college or university to supporting you in your academic endeavors.

Credit for all courses you have taken must be reflected on official transcripts sent directly to this college from the administrative offices of the colleges you previously attended. This degree plan is often used for information purposes by college counselors pending receipt of the official transcripts from the source colleges.

This degree plan is not intended to compete with your local college or university. Keep in mind, you are allowed to transfer in a significant amount of the degree requirements to this institution. As such, credit from local colleges, college level examination programs, or advanced military training may be applied to this degree. You may also complete the courses necessary from this college either in residence (on campus or possibly on a military base at a campus extension in the Education Center) or through distance delivery of the courses. If you have questions, please contact the college counselor or your advisor listed at the bottom of this Degree Plan.

#### DEGREE PLAN LEGEND:

SH = Semester hours  
VOC = Vocational, not relative to an academic degree  
LL = Lower Level, i.e. courses at the Freshman/Sophomore level  
UL = Upper Level, i.e. courses at the Junior/Senior level  
GL = Graduate Level (sometimes recommended by ACE for very complex courses)  
[#] such as [EN024A] or [EN024B] = SOC Course Category Codes\*  
{#} such as {DANTES Code = 01.02.03} = DANTES Academic Codes \*\*

\* SOC Course Category Codes: Service members Opportunity Colleges (SOC) is a consortium of over 1,600 accredited colleges and universities seeking to provide degree opportunities to the military. Over 170 of these institutions participate in network degree programs developed for the Army, Navy, Marine Corps, and Coast Guard. A SOC course category number beside a course from one of these institutions, such as [EN024A] or [EN024B] for English Composition, indicates that courses from other degree program institutions with the same code may be taken to satisfy the degree requirement. See the SOC Degree Programs Handbooks at <http://www.soc.aascu.org/>

\*\* DANTES Academic Codes: The Defense Activity for Non-Traditional Education Support (DANTES) publishes the DANTES Independent Study Catalog (DISC) annually, which lists more than 6,000 courses from dozens of regionally accredited colleges and universities. Because this is a degree from a SOC affiliated college, the academic residency requirements are limited, thereby allowing students to transfer

in a significant portion of the degree, as mentioned above. If the course you desire to take is not offered by this institution when you want to take it, consider the opportunities the courses in the DISC present. For more information, visit [http://www.dantes.doded.mil/dantes\\_web/distancelearning/disc/front/cont.htm](http://www.dantes.doded.mil/dantes_web/distancelearning/disc/front/cont.htm) Keep in mind, you should always check with the counselor or academic advisor at this institution before enrolling in a course listed in the DISC to ensure it will be accepted in transfer toward this degree.

#### Atlantic Cape Community College General Information:

Atlantic Cape Community College, Originally named Atlantic Community College, ACC was the second community college organized in the state of New Jersey in 1964. On January 1, 1999, Atlantic Community College officially became a joint college with Cape May County and in February 1999, was renamed Atlantic Cape Community College.

ACCC is a comprehensive two-year public institution serving the residents of Atlantic and Cape May counties, enrolling nearly 6,000 students. Located on 537 acres in the picturesque New Jersey Pinelands, ACCC is 15 miles west of Atlantic City's boardwalk, 45 miles from Philadelphia, and 115 miles from New York City. The college offers more than 40 transfer and career degree programs as well as continuing education professional development and training services. It awards Associate in Arts, Associate in Science and Associate in Applied Science degrees. The college operates nationally recognized casino career and culinary arts programs. The college operates extension centers in Atlantic City and Cape May County.

For students who want a college education but owing to work, family or other obligations cannot attend traditional classes; ACCC offers 11 degrees through distance education study on the Internet. Nearly 12 percent of our students are enrolled in more than 100 credit courses, which attest to the growing popularity of distance education. These students are meeting their goals through educational technology pioneered by this college, one of the leaders in developing and delivering distance education.

Distance learning opportunities are making degree completion for countless adults across America a reality. Because these courses require a minimum or sometimes no on-campus presence, students with family and job responsibilities are able to take more courses than they could if their options were limited to traditional classes. Furthermore, because most telecommunicated courses are self-paced, working students are able to work them more efficiently into their weekly schedules.

ACCC has three locations to serve its students--Mays Landing, Atlantic City and Cape May County. All facilities are accessible. Whatever your goal--preparing for a career, moving on to a four-year college, or enriching your life--be confident that faculty, staff and administration are committed to supporting your efforts to achieve it.

Tuition for online students is: \$90 per credit hour. Plus \$25 lab kit per credit if lab required. (subject to change)

For more information regarding the Associate in Applied Science in Business Administration, please contact:

Barbara Clark  
Admissions Contact/SOC Advisor  
Atlantic Cape Community College  
5100 Black Horse Pike  
Mays Landing, NJ 08330  
609-343-5006  
E-mail: bclark@atlantic.edu  
<http://www.atlantic.edu>

## POLICY NOTES:

No more than 32 semester hours of non-traditional credit may apply to this degree.

At least 16 semester hours of this degree must be taken through ACCC.

Evaluation completed by: Charles Morrison On: 18 June 2007